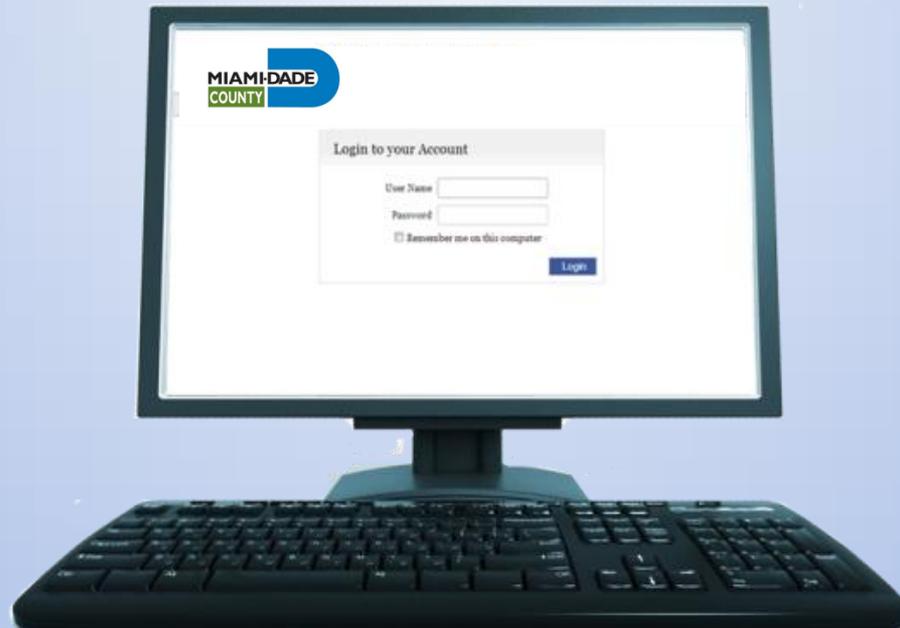
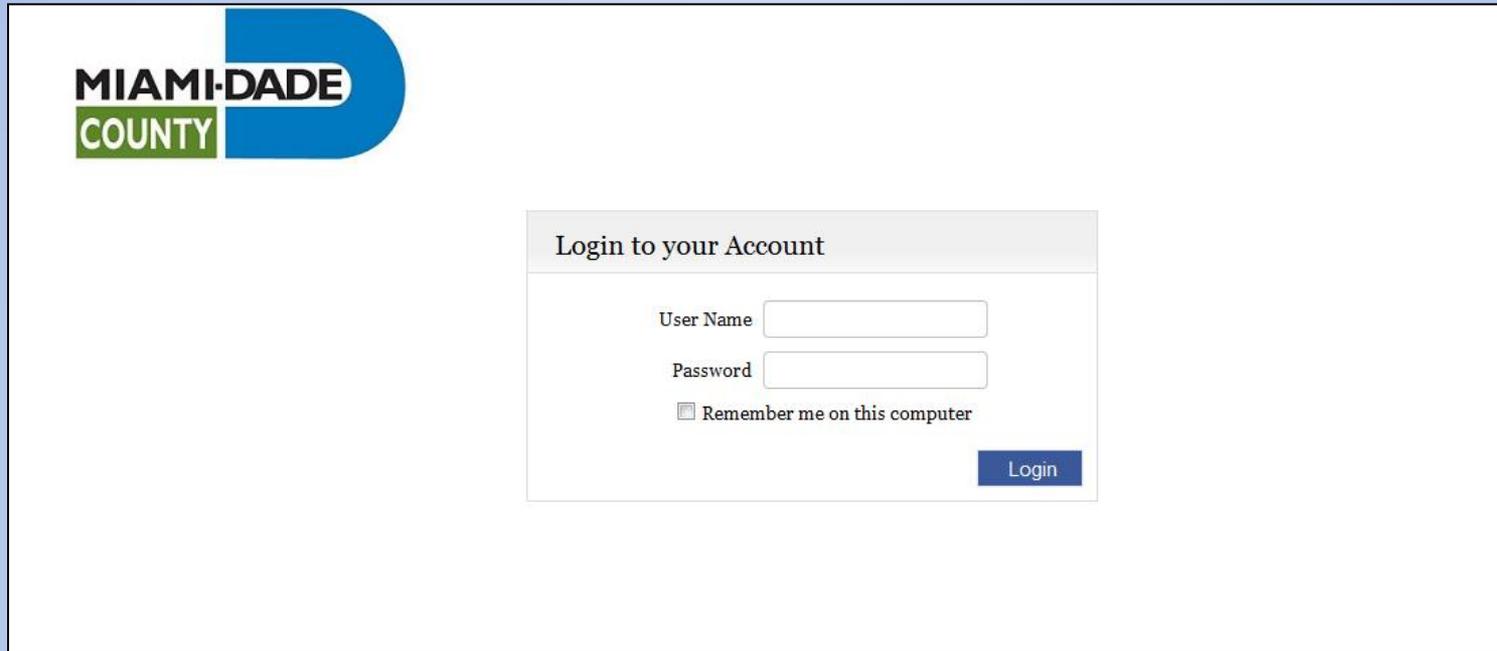


Web Test Reporting

for Backflow Prevention Assembly
Testers



Entering tests on-line is very simple.



MIAMI-DADE
COUNTY

Login to your Account

User Name

Password

Remember me on this computer

Login

The first step is to logon using your user name and password.

- Every tester has a unique user name and password.
- User names and passwords are NOT case sensitive.
- Miami-Dade Water and Sewer Department will supply this information.
 - Call 305-547-3046 or e-mail: CCC@miamidade.gov, to request.

Step 1: Log In



Login to your Account

User Name

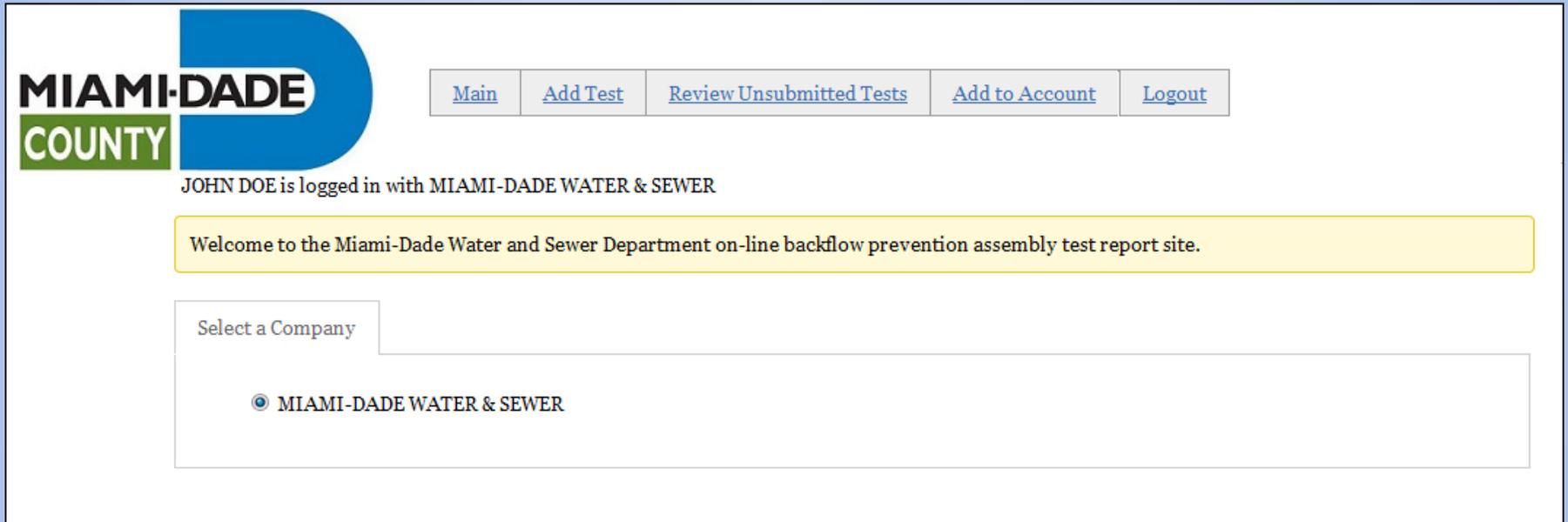
Password

Remember me on this computer

[Login](#)

Click **'Login'**.

2 - Select a Company.



The screenshot shows the Miami-Dade County website interface. At the top left is the Miami-Dade County logo, featuring a large blue 'D' and the text 'MIAMI-DADE COUNTY'. To the right of the logo is a navigation bar with five buttons: 'Main', 'Add Test', 'Review Unsubmitted Tests', 'Add to Account', and 'Logout'. Below the navigation bar, a message states 'JOHN DOE is logged in with MIAMI-DADE WATER & SEWER'. A yellow banner below this message reads 'Welcome to the Miami-Dade Water and Sewer Department on-line backflow prevention assembly test report site.' The main content area features a 'Select a Company' dropdown menu. The dropdown is open, showing a single option: 'MIAMI-DADE WATER & SEWER' with a radio button selected.

The company (or companies) you are registered to test for will be listed.

Select the appropriate company for the test(s) you are entering.

3 – Find the Right Device



- [Main](#)
- [Add Test](#)
- [Review Unsubmitted Tests](#)
- [Add to Account](#)
- [Logout](#)

JOHN DOE is logged in with MIAMI-DADE WATER & SEWER

Please enter the assembly serial number and building number only (no street name), OR...enter only the Hazard Identification (Haz.ID) from the notice sent to the customer.

Device Profile Search

* Indicates Required Field

* Serial Number

* House/Building Number

OR

* Hazard #

OR

* Site ID #

[Locate Device](#) or [Clear Form](#)

To locate the tested assembly enter the **Serial #** and the **house number**.

JOHN DOE is logged in with MIAMI-DADE WATER & SEWER

Please enter the assembly serial number and building number only (no street name), OR...enter only the Hazard Identification (Haz.ID) from the notice sent to the customer.

Device Profile Search

* Indicates Required Field

* Serial Number

* House/Building Number

OR

* Hazard #

OR

* Site ID #

Service Address		Location: CURB BISCAYNE BLVD	
CITY OF MIAMI PUBLIC WORKS 1851 BISCAYNE BLVD MIAMI, FL 33132		Serial #: 342154	Check if Correct <input type="checkbox"/> Corrections
Mailing Address		Manufacturer: WILKINS	<input type="checkbox"/>
CITY OF MIAMI PUBLIC WORKS ATTN: ACCOUNTS PAYABLE 444 SW 2ND AVE 6TH FLOOR MIAMI, FL 33130-1900 USA		Model: 720A	<input type="checkbox"/>
Site type: Commercial		Type: PVB	<input type="checkbox"/>
Hazard:		Size: 2	<input type="checkbox"/>
Account #: 5832998549	Meters: 48210067	Orientation:	<input type="checkbox"/>
Mailing Phone: (305) 329-4852	Haz ID: 2,135,097	Protection:	<input type="checkbox"/>

Or enter the **Hazard #**
(found at the top of
the test report form).

4 – Check the Information



- [Main](#)
- [Add Test](#)
- [Review Unsubmitted Tests](#)
- [Add to Account](#)
- [Logout](#)

JOHN DOE is logged in with MIAMI-DADE WATER & SEWER

*** If the information below is complete and accurate, check "This is Correct" *** If information is missing or inaccurate, check "Make Changes" *** Use the decimal system for Size (0.50=1/2"; 0.75=3/4"; etc) *** If you are replacing the backflow preventer, click "Replace Device" and enter the replacement backflow prevention assembly information. *** Once all information is verified, click "Confirm and Enter Results"

Verify Site Profile

This is Correct Make Changes Existing Device Replace Device

Address: 1851 BISCAYNE BLVD

Customer: CITY OF MIAMI PUBLIC WORKS

Location: CURB BISCAYNE BLVD

Hazard:

Meter Number: 48210067 Model: 720A

Serial Number: 342154 Type: PVB

Manufacturer: WILKINS Size: 2

[Confirm and Enter Results](#) or [Cancel](#)

If the address and backflow assembly information are correct click **‘Confirm and Enter Results’**.

JOHN DOE is logged in with MIAMI-DADE WATER & SEWER

*** If the information below is complete and accurate, check "This is Correct" *** If information is missing or inaccurate, check "Make Changes" *** Use the decimal system for Size (0.50=1/2"; 0.75=3/4"; etc) *** If you are replacing the backflow preventer, click "Replace Device" and enter the replacement backflow prevention assembly information. *** Once all information is verified, click "Confirm and Enter Results"

Verify Site Profile

This is Correct

Make Changes

Existing Device

Replace Device

Address

Customer

Location

Hazard

Meter Number

Model

Serial Number

Type

Manufacturer

Size

[Confirm and Enter Results](#)

or [Cancel](#)

If the information is not correct select **'Make Changes'**.

Modify the screen data to make the corrections.

JOHN DOE is logged in with MIAMI-DADE WATER & SEWER

*** If the information below is complete and accurate, check "This is Correct" *** If information is missing or inaccurate, check "Make Changes" *** Use the decimal system for Size (0.50=1/2"; 0.75=3/4"; etc) *** If you are replacing the backflow preventer, click "Replace Device" and enter the replacement backflow prevention assembly information. *** Once all information is verified, click "Confirm and Enter Results"

Verify Site Profile

This is Correct Make Changes Existing Device **Replace Device**

Address: 1851 BISCAYNE BLVD

Customer: CITY OF MIAMI PUBLIC WORKS

Location: CURB BISCAYNE BLVD

Hazard:

Meter Number: 48210067

Serial Number: |

Manufacturer:

Model:

Type:

Size:

Confirm and Enter Results or [Cancel](#)

If the assembly was replaced – enter the new information.

Click ‘**Confirm and Enter Results**’ .

5 – Enter the Test Results

Enter the Initial test:

- Select Pass or Fail (required).
- Enter the test date (required).
- Enter the test values.

Enter Repairs if appropriate.

Enter the Final test – only after repairs:

- Select Pass or Fail (required).
- Enter the test date (required).
- Enter the test values.

Select appropriate test kit.

Read and check the required statements.

Click 'Save Test Data'.

Test Data Entry

Serial Number: 342154 Device Type: PVB Address: 1851 BISCAYNE BLVD - CURB BISCAYNE BLVD

Initial Test	Check Valve #1	Check Valve #2	Relief Valve	PVB/SVB	
<input checked="" type="radio"/> Pass <input type="radio"/> Fail	<input type="radio"/> Leaked	<input type="radio"/> Leaked	Air Inlet	Check Valve	
Date: 07/01/2014	<input type="radio"/> Closed Tight	<input type="radio"/> Closed Tight	Did not Open <input type="checkbox"/>	Did not Open <input type="checkbox"/>	Did not Open <input type="checkbox"/>
Please input in MM/DD/YYYY format.					
Held at <input type="text"/> PSID	Held at <input type="text"/> PSID	Opened at <input type="text"/> PSID	Opened at <input type="text"/> 1.5 PSID	Held at <input type="text"/> 2.0 PSID	

Repaired	Enter Repair Details for Specific Assemblies Below				
Date: <input type="text"/>	<input type="checkbox"/> Cleaned				
	<input type="checkbox"/> Rubber Kit				
	<input type="checkbox"/> Rebuild				
	Comments: <input type="text"/>				

Final Test	Check Valve #1	Check Valve #2	Relief Valve	PVB/SVB	
<input checked="" type="radio"/> Pass <input type="radio"/> Fail	Closed Tight <input type="checkbox"/>	Closed Tight <input type="checkbox"/>	Air Inlet	Check Valve	
Date: <input type="text"/>	Held at <input type="text"/> PSID	Held at <input type="text"/> PSID	Opened at <input type="text"/> PSID	Opened at <input type="text"/> PSID	Held at <input type="text"/> PSID

Test Kit	Comments
02050540 <input type="text"/>	

I certify the above test is accurate and true, to the best of my ability. I also understand that under Miami-Dade County Code, the penalty for submitting a false or fraudulent test report is a fine of \$1,000.

I understand that improperly completed reports will not be accepted.

I certify the backflow prevention assembly is properly installed. All discrepancies, if any, have been noted.

or [Cancel](#)

JOHN DOE is logged in with MIAMI-DADE WATER & SEWER

Verify that the information below is correct. Click "Add Test" to enter more test results. If you are done, check the corresponding boxes under "Submit." and the "Submit Tests" button. Please contact us with any questions questions: 305-547-3046 or by e-mail: CCC@miamidade.gov.

Test Data Summary

Submit	Serial#	Company	Address	Initial Test	Final Test	Test Kit
<input type="checkbox"/>	342154	MIAMI-DADE WATER & SEWER	1851 BISCAYNE BLVD - CURB BISCAYNE BLVD	7/1/2014 pass		02050540

[Print Test Report](#) [Submit Tests](#)

'Save Test Data' will bring you to a list of all the tests you have entered, but have not submitted.

You can submit the tests at any time. You can submit all the tests or only selected tests.

To submit tests check the checkbox for the tests you wish to submit.

Then click the **'Submit Tests'** button.

If You Need to Delete a Test...

Deleting Tests:

- click on the serial #
- click the **'Delete Test'** button
- Select **'OK'** to delete the test

JOHN DOE is logged in with MIAMI-DADE WATER & SEWER

Verify that the information below is correct. Click "Add Test" to enter more test results. If you are done, check the corresponding boxes under "Submit." and the "Submit Tests" button. Please contact us with any questions questions: 305-547-3046 or by e-mail: CCC@miamidade.gov.

Test Data Summary

Submit	Serial#	Company	Address	Initial Test	Final Test	Test Kit
<input type="checkbox"/>	342154	MIAMI-DADE WATER & SEWER	1851 BISCAYNE BLVD - CURB BISCAYNE BLVD	7/1/2014 pass		02050540

Print Test F

*** Please enter the date using the pop-up calendar *** Please enter the test results in "Initial Test." *** If repairs are made, type the details in the "Comments" section *** Enter the "Final Test" results ONLY AFTER REPAIRS. *** If no repairs are made, skip this section. *** Select the test kit that was used (if applicable). *** Check the box at the bottom and "Save Test Data" *** Questions? Please call 305-547-3046 or e-mail: CCC@miamidade.gov

Test Data Entry

Test Added For: MIAMI-DADE WATER & SEWER

Delete Test

Serial Number: 342154 Device Type: PVB Address: 1851 BISCAYNE BLVD - CURB BISCAYNE BLVD

Initial Test	Check Valve #1	Check Valve #2	Relief Valve	PVB/SVB
<input checked="" type="radio"/> Pass <input type="radio"/> Fail	<input type="radio"/> Leaked	<input type="radio"/> Leaked	<input type="checkbox"/> Air Inlet	<input type="checkbox"/> Check Valve
Date: 7/1/2014	<input type="radio"/> Closed Tight	<input type="radio"/> Closed Tight	<input type="checkbox"/> Did not Open	<input type="checkbox"/> Did not Open

Please input in MM/DD/YYYY format. Held at PSID Held at

The page at tokaytest.com says:

Are you sure you want to delete this test?

OK Cancel

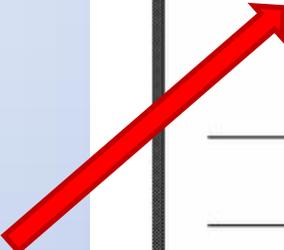
To Print a Completed Test Report...

<input type="checkbox"/>	2110185	Professional Plumbing, Inc	150 E Roosevelt Rd - Meter Closet in Kitchen	9/13/2013 pass			\$0.00
<input type="checkbox"/>	263185	Professional Plumbing, Inc	150 E Roosevelt Rd - Meter Closet in Kitchen	9/13/2013 pass			\$0.00
<input type="checkbox"/>	359008	Professional Plumbing, Inc	545 W North Ave - sprinkler room	9/13/2013 fail	fail		\$0.00
<input checked="" type="checkbox"/>	106159	Professional Plumbing, Inc	1046 Rohlwing Rd - SWC building	9/13/2013 pass			\$0.00

To print an attractive, professional looking, completed test report for you customer, check the box and click **'Print Test Report'**.

To submit - check those tests you want to submit and then click **'Submit Tests'**.

Tests will not print or be successfully submitted if the Tester affirmations on the bottom of the test pages are not checked.



<input checked="" type="checkbox"/>	The above report is certified t
<input checked="" type="checkbox"/>	Assembly is installed correctl
<input checked="" type="checkbox"/>	I have personally checked thi
_____ Tester	
_____ Jim Gratter	

ifortrate

After Submitting the Tests



- [Main](#)
- [Add Test](#)
- [Review Unsubmitted Tests](#)
- [Add to Account](#)
- [Profile](#)
- [Logout](#)

JOHN DOE is logged in with MIAMI-DADE WATER & SEWER

Thank you for using the on-line backflow test reporting system. Your information has been received and will be reviewed by our staff. You may now print a receipt, log out or close this window. Please contact us with any questions questions: 305-547-3046 or by e-mail: CCC@miamidade.gov.

Your order has been received.

Details

Name: JOHN DOE

Amount: \$0.00 USD

Transaction ID: 9355663331be4420

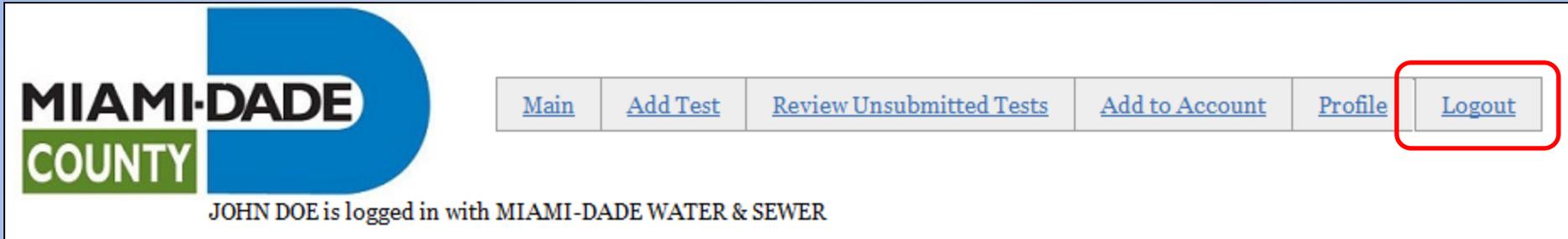
Order Summary:

Confirmation #	Serial#	Hazard ID	Address	Amount
1024513	342154	2135097	1851 BISCAYNE BLVD - CURB BISCAYNE BLVD	\$0.00

[Print Receipt](#)

You can click **'Print Receipt'** to print and keep a copy of this confirmation page.

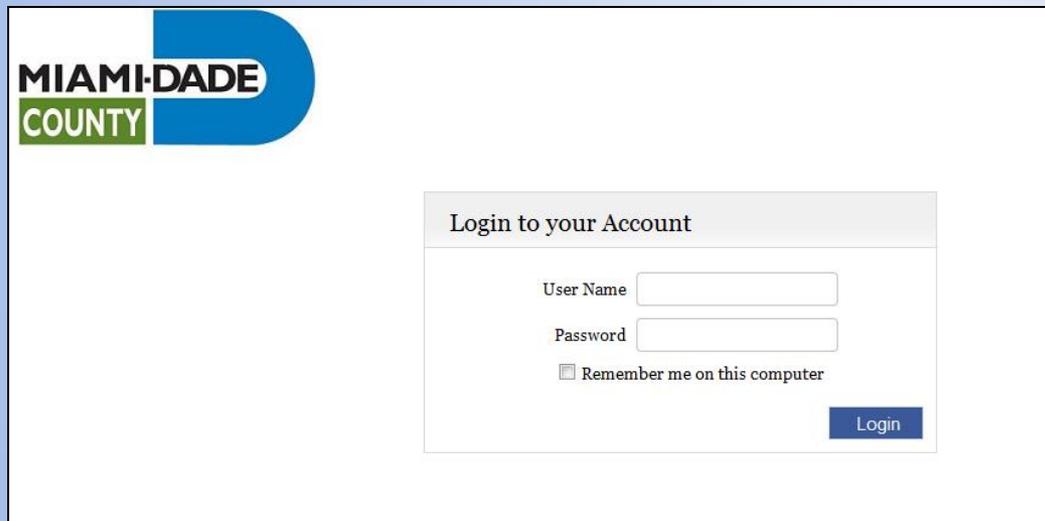
To Logout...



MIAMI-DADE COUNTY

JOHN DOE is logged in with MIAMI-DADE WATER & SEWER

[Main](#) [Add Test](#) [Review Unsubmitted Tests](#) [Add to Account](#) [Profile](#) [Logout](#)



MIAMI-DADE COUNTY

Login to your Account

User Name

Password

Remember me on this computer

Login

To leave the site click **‘Logout’**.

The next screen will be the login screen .

You can login or close the website.